



## **SUSTAINABILITY COMMISSION AGENDA**

**Thursday, March 20, 2014**

**6:30 p.m.**

**Coon Rapids City Center**

**Conference Room 3**

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### **Call to Order**

### **Roll Call**

### **Adopt Agenda**

AI-1799 Minutes

### **Old Business**

- 0. AI-1800 MN Greenstep Cities update

### **New Business**

- 0. AI-1801 Solar and Wind Code
- 1. AI-1802 Mission statement
- 2. AI-1803 Green Expo

### **Other Business**

### **Adjourn**



**Sustainability Commission - Regular**

**Meeting Date:** 03/20/2014

**Subject:** Minutes

**From:** Colleen Sinclair, Recycling Coordinator

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**INFORMATION:**

**Approval of Minutes**

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**Attachments**

**01/16/2014**

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The January 16, 2014 meeting of the Sustainability Commission was called to order at 6:30 p.m. by Stacey Demmer at the Coon Rapids City Hall.

Sustainability Members Present: Bob Krahn, Chris Backes, Marcia Baudino, Stacey Demmer, Steven Pedersen, Ed Dedman

Members Absent: Dave King  
Staff Present: Colleen Sinclair

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## 1. ACCEPT AGENDA

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MOTION BY ED DEDMAN, SECONDED BY CHRIS BACKES, TO ACCEPT THE AGENDA. MOTION PASSED UNANIMOUSLY.

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## 2. APPROVAL OF MINUTES

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MOTION BY STEVEN PEDERSEN, SECONDED BY CHRIS BACKES, TO APPROVE THE MINUTES OF THE DECEMBER 19th SUSTAINABILITY COMMISSION MEETING AS PRESENTED. MOTION PASSES UNANIMOUSLY.

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## 3. MN GREENSTEPS CITY PRESENTATION

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Diana McKeown, metro CERT director at the Great Plains Institute, presented “MN GreenStep Cities” plan to the Sustainability Commission.

### **Overview:**

This is a voluntary challenge, assistance and recognition program to help cities achieve their sustainability goals. This is a free continuous improvement program, managed by a public-private partnership including Minnesota Pollution Control Agency, Clean Energy Resource Teams, League of MN Cities, Great Plains Institute and more. It is based on 28 best practices, organized into five categories. Each best practice can be implemented by completing one or more actions, from a list of four to eight actions. These actions are tailored to all Minnesota cities, focus on cost savings and energy use reduction, and encourage civic innovation. Cities that implement a minimum number of best practices will be recognized as a GreenStep City, with additional practices garnering additional recognition based on a three step scale.

### **Requirements for Coon Rapids:**

Cities are categorized into A, B or C cities depending on population, city buildings/employees, transit services available, location related to metropolitan area and other factors. These categories determine what is required to receive credit for each best practice. Coon Rapids is a Category A City.

GreenStep Cities is a three part program. Step 1 requires cities to become familiar with the program, conduct inventory of completed/planned best practices and discuss with city council. Then approval of a city council resolution to work toward GreenStep Cities recognition is required to complete Step 1. Step 2 will require Coon Rapids to complete 8 of the 28 best practices and Step 3 requires completing 16 of the 28 best practices.

### **Current Status:**

Coon Rapids already focuses on sustainability in many aspects outlined in the 28 best practices and we currently qualify for 14 credits based on preliminary inventory of city practices. Once a resolution is passed by City Council, we would likely start at Step 2 based on actions already implemented in the city. Some best practices are required to become a Step 3 city. Below these best practices are outline along with descriptions of what Coon Rapids is currently doing that would qualify for these credit. Credits that we do not yet qualify for are relisted at the bottom along with requirements for each credit.

**Looking Forward:**

**This program provides clear goals for city-wide sustainability in various areas.** We are able to track what areas Coon Rapids is currently doing well in and what areas we can improve in based on specific criteria. It will provide framework for future projects and initiatives. Currently no other city in Anoka County is a GreenStep City and we hope Coon Rapids can be a leader in this program. The Commission recommends the GreenStep City program move to a council workshop for further discussion.

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4. SOLAR CODE

This item was moved to a future agenda to a re-write by the Planning Commission. The code will come back before the Sustainability Commission for review in the next stage.

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5. SUSTAINABLE CHECKLIST- COMMISSION USE

The Commission will begin to create checklists for other City Commissions to use. A checklist of sustainable practices to use as an everyday guide throughout the planning stages of each commissions agenda's. A checklist was created for the parks commission to use during the park planning process to help guide them keeping sustainability in site. The Planning commission has asked for a similar list.

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6. OTHER BUSINESS

Park planning update, Bob Krahn sits on the park planning team, he provided the Commission an update as to the progress of the last meeting and asked for input to take back to the group. The ideas of a water collection pond to irrigate the fields, as well as rain garden projects to help collect water runoff from paved areas.

Green Expo update, a site tour of the NSC will be planned for those wanting to see the site of the 2014 Green Expo. Ideas were collected on tracking where residents traveled from to visit the expo. A site plan will be developed to assist with space planning. Vendor lists are being created from previous expo's and will be used to send out 2014 applications. Speakers will be at the expo this year, gardening and water conservation are popular topics with our commission as well as the general public and will be worked into the speaker schedule. An agreement will be created between all parties to assure the Coon Rapids portion and success of the Expo will shine through.

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6. ADJOURN

MOTION BY ED DEDMAN, SECONDED BY MARCIA BAUDINO, TO ADJOURN THE MEETING AT 8:30 P.M. THE MOTION PASSED UNANIMOUSLY.

Respectfully submitted  
Colleen Sinclair, Staff Liaison



**Sustainability Commission - Regular**

**0.**

**Meeting Date:** 03/20/2014

**Subject:** MN Greenstep Cities update

**From:** Colleen Sinclair, Recycling Coordinator

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**INFORMATION:**

City staff will provide an update on the progress of the MN GreenStep Cities program.

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**Sustainability Commission - Regular**

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**Meeting Date:** 03/20/2014

**Subject:** Solar and Wind Code

**From:** Colleen Sinclair, Recycling Coordinator

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**INFORMATION:**

The planning commission will re-visit both the solar code and wind code. The Sustainability commission will go over revisions and report.

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**Sustainability Commission - Regular**

**1.**

**Meeting Date:** 03/20/2014

**Subject:** Mission statement

**From:** Colleen Sinclair, Recycling Coordinator

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**INFORMATION:**

The Sustainability commission would like make changes to their current mission statement to better reflect the actions and purpose of the commissions work. The following mission statement currently is in use: "As part of its 2030 vision, the Coon Rapids City Council strives to maximize use of tax dollars, assure clean air and water, and improve working and living environments to build a community that is sustainable economically, environmentally and socially; a community which will thrive for future generations. Coon Rapids City Council wishes to create a local government which benefits businesses and residents now and far into the future with sustainable community initiatives which are easy to replicate and affordable to implement. The Sustainability Commission was created to support the City Council in this mission by studying and recommending items to achieve these goals."

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**Sustainability Commission - Regular**

**2.**

**Meeting Date:** 03/20/2014

**Subject:** Green Expo

**From:** Colleen Sinclair, Recycling Coordinator

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**INFORMATION:**

Staff will provide an update on the planning process of the 2014 Green Expo and seek input on applicants as well as other items in the planning phase.

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